



District 8

A&E Contract Outreach

Hazardous Waste Site Investigation Services


March 29, 2017
9:00 am – 10:00 am
District 8
464 West 4th Street, Room 805
San Bernardino, CA 92401

Agenda

- Welcome & Roundtable Introductions
- Purpose of the Outreach
- Small Business
- Contract Overview
- Contract Scope of Services
- Tentative Schedule
- Enhanced Selection Process
- Question and Answer Session
- Networking
- Adjourn




Roundtable Introduction

- Firm Name and Individual Name (Plan to be a Prime or Sub)
 - Caltrans Staff – Name, Title & Role
- 



Purpose of this Outreach

- Contract Overview
 - Information Sharing
 - Networking Opportunity
 - Question and Answer Session
- 



Small Business

Caltrans District 8

San Bernardino and Riverside Counties

March 29, 2017



Small Business is Big Business at Caltrans

- The Caltrans District 8 Small Business office is committed to assisting Small Business (SB), Disadvantaged Business Enterprise (DBE) and Disabled Veteran Business Enterprise (DVBE) firms gain access to Federal and State contracting and procurement.

Disadvantaged Business Enterprise (DBE)

- Caltrans District 8 is committed to an overall DBE goal of 12.5 percent on its federal-funded projects based upon a race-neutral and race-conscious methodology. A DBE certification is based on: Social and Economic Disadvantage, Business Size Standards, Personal Net Worth, Ownership and Control. Nearly all Caltrans federally-funded projects will have a DBE utilization goal and so it is beneficial for qualified firms to become certified. Only DBE certified firm can qualify for this program and be counted in the 12.5 percent goal.



Small Business (SB), Disabled Veterans Business Enterprise (DVBE)

- Caltrans District 8 is committed to increasing the economic opportunity and development of SB DVBEs within State contracting. Caltrans has pledged to meet or exceed a 25% SB and 5% DVBE participation goal on State funded contracts and procurement opportunities.

Meeting the Goals:

- In order to help meet these goals, Caltrans District 8 hosts a number of educational and outreach events within San Bernardino and Riverside Counties. Annual events include: Surety (Bonding) Workshop, "How To Do Business With Caltrans," DBE Certification Workshop, SB/DVBE Certification Workshop, Mandatory Pre Bid Meetings, Regional Small Business Council Meetings and Labor and Compliance Workshops. It is the goal of the District Small Business Office to promote opportunities that will increase the DBE, SB and DVBE utilization in Caltrans contracting and procurement.

Tools:

- www.Caltrans8.info

Select “Small Business Program”

The screenshot displays the Caltrans District 8 website. The main content area features the title "District 8 - San Bernardino" with a dropdown arrow icon. Below the title, there is a "Share via:" section with social media icons for Facebook, Twitter, YouTube, and Email. A paragraph describes the district's coverage: "Caltrans District 8 covers Riverside and San Bernardino Counties in Southern California, which includes 49 incorporated cities." Another paragraph states: "District 8 is the largest of 12 statewide Caltrans districts and covers approximately 28,650 square miles of land. There are four interstates and 32 state routes totaling 7,200 lane miles within our boundaries." A link "Read more about District 8" is provided. Below this is a section titled "What's Happening in District 8" with a sub-menu containing "Travel Info" (highlighted), "Projects", "Media", "Programs", and "Work Alerts". Under "Travel Info", there are links for "Road Traffic and Travel", "Caltrans 511 - Smart Traveler", "Caltrans Photolog", "Construction Computer Alerts", "Traffic Counts", "Caltrans Live Traffic Video", "Rail Roadside Rest Areas", and "Local Weekly Planned Lane Closures". On the right sidebar, there are profiles for "California's Governor Edmund G. Brown Jr." and "Caltrans Director Malcolm Dougherty". Below these is the "District 8 Links" section, which contains a list of links: "District 8 Home Page", "Sign-up For Email Alerts", "Small Business Program" (circled in red), "Students & Volunteers", "Construction Bidder Form", "Encroachment Permits", "Gov't Legislative Affairs", and "Winter Maint & Operations".

Tools:

- www.Caltrans8.info

Select “Small Business Program”

Small Business Program

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Tools for Small Business:

- [Caltrans Contractor Interest Registry \(For Emergency Contract Awards\)](#)
- [Department of General Services website for SB/DVBE program information](#)
- [DBE Certification Resources](#)
- [DBE Search](#)
- [Contractor's Corner \(advertised projects, bidding, awards\)](#)
- [Calmentor and Mentor-Protégé Program](#)
- [Statewide Small Business Council](#)
- [A Quick Reference Information Guide for Contractors](#)
- [Architectural and Engineering Contract Information](#)
- [BidSync Tips](#)
- [Department of General Services eProcurement and Doing Business with the State](#)
- [Title VI Program](#)

Tools:

- www.Caltrans8.info

Select "Small Business Program"

WORKSHOP AND OUTREACH EVENTS

The upcoming Workshop and Outreach events listed below are subject to change.

Document Subject	City	Start Date	End Date	Document Link
Free Surety Bonding Workshop		2017-03-28 00:00:00	2017-03-28 00:00:00	Click here
DBE Advantage Information		2017-02-08 00:00:00		Click here
DBE Supportive Services Information		2017-02-08 00:00:00		Click here
012417-Caltrans 8 Free Labor Compliance Workshop		2017-01-24 00:00:00	2017-01-24 00:00:00	Click here
Fact Sheet JPOE Phase II		2016-12-02 00:00:00		Click here
11082016-Construction Industry Outreach Meeting		2016-11-08 00:00:00	2016-11-08 00:00:00	Click here
08-0G8424-Agenda-MandatoryPreBid		2016-10-20 00:00:00	2016-10-20 00:00:00	Click here
08-0G8424-Prime Contractor Sign In Sheet-MandatoryPreBid Meeting		2016-10-20 00:00:00	2016-10-20 00:00:00	Click here
08-0G8424-SubContractor Sign In Sheet-MandatoryPreBid Meeting		2016-10-20 00:00:00	2016-10-20 00:00:00	Click here
08-0G8424-Project Presentation-Mandatory Pre Bid		2016-10-20 00:00:00	2016-10-20 00:00:00	Click here
Small Business Tools-Projects		2016-10-20 00:00:00	2016-10-20 00:00:00	Click here

EVENTS CALENDAR

Today

March 2017

Print Week Month Agenda

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	Mar 1	2	3	4
	9am D7 Mandatory Pre-Bid Meeting	10:30am D7 Informational Meeting for				
5	6	7	8	9	10	11
				1pm Caltrans' Meet the Primes: A&E	9am D8 A&E Contract Outreach For T 10am Prime Contractor Training - Ca 11am D8 A&E Public Outreach for Cu	
12	13	14	15	16	17	18

Tools:

- <http://www.dot.ca.gov/obeo/>

Office of Business and Economic Opportunity

 **Office of Business & Economic Opportunity (OBEO)**

Share via:    

The California Department of Transportation (Caltrans), Office of Business & Economic Opportunity (OBEO) is dedicated to increasing the participation of Small Business (SB), Disadvantaged Business Enterprise (DBE), and Disabled Veteran Business Enterprise (DVBE) firms in both Federal and State contracting and procurement.

The OBEO ensures non-discrimination in the execution of contracts and promotes positive external customer relations.

Disadvantaged Business Enterprise Program (DBE)

Federal Program

Caltrans is committed to an overall Disadvantaged Business Enterprise (DBE) goal of 12.5 percent on its federal-funded projects based upon a race-neutral and race-conscious methodology. To learn more about how the DBE goal was established and how to obtain DBE Certification, click on the links below:

How do I...

[Find a DBE Certified Firm](#) [Become DBE Certified](#) [Find Other Certifying Agency \(PDF\)](#)

California's Governor
Edmund G. Brown Jr.
[Visit His Webpage](#)

Caltrans Director
Malcolm Dougherty
[Caltrans](#)

Assistant Director, OBEO
Janice Salais
[Office Home Page](#)

OBEO Links

- What's New
- Disadvantaged Business Enterprise
- Title VI Program
- External Equal Opportunity Program
- Reports (DBE/DVBE Data)
- Caltrans Statewide Small Business Council
- Resources

Contacts:

David Knudsen, Supervisor

David.Knudsen@dot.ca.gov (909) 383-4657

Elizabeth Philippon, Small Business Outreach and Title VI Liaison:

elizabeth.philippon@dot.ca.gov (909) 383-6396

Tiffany Williams, Small Business Liaison:

Tiffany.Williams@dot.ca.gov (909) 383-6482

Contract Overview

Scope:

- On-Call Contract. The Consultant shall perform consultation, research, professional and technical services required for Hazardous Waste Site Investigation services

Location:

- District 8 - Riverside and San Bernardino Counties

Cost:

- Contract Estimated Value is approximated \$1.7 - \$2.0 million

Duration:

- Contract term is 3 years

DBE Goal:

- 14%

Scope of Services

Types of work include but are not limited to:

- Site Investigation & Site Characterizations
- Initial Site Assessments (Phase I) & Site Investigations (Phase II)
- Aerially Deposited Lead Investigation
- Limited site assessments and site investigations (Limited Phase I and Phase II)
- Risk Assessments
- Hazardous materials surveys & hazardous waste identification
- Record research and review
- Applying for and complying with regulatory permits
- Proposing and evaluating remedial alternatives or feasibility studies
- Development, design and preparation of plans, estimate and specification (PS&E) for hazardous waste removal/clean-up projects
- Development and preparing cost estimates for remedial activities
- Long term soil and/or groundwater monitoring
- Remediation work plan/preliminary design & remedial investigations
- Munitions and Explosives of Concern (MEC) and Material Potentially Presenting an Explosive Hazard (MPPEH) including Unexploded Ordnance (UXO) and Exploded Ordnance (EOD)

Sample Type of Projects

EA	PROJECT #	CO	RTE	BEGIN PM	END PM	PROJECT DESCRIPTION
1H290	0817000006	SBD	173	18.6	18.7	SBD 173 CONSTRUCT SOLDIER PILE WALL
1F141	0815000231	RIV	015	0	3	RIV 15 BRIDGE MAINTENANCE
1G670	0816000049	RIV	079	5.4	11.4	RIV 79 CONSTRUCT 8' PAVED SHOULDERS AND WIDEN EXISTING CULVERTS
1F143	0815000233	RIV	015	38.2	51.5	RIV 15 BRIDGE MAINTENANCE
1C240	0812000275	SBD	010	3.25	3.85	SBD 10 ROADSIDE SAFETY IMPROVEMENTS IN ONTARIO
1F410	0814000216	RIV	010	110.47	110.47	RIV 10 PALEN DITCH BRIDGE RAIL UPGRADE
1C310	0812000284	RIV	010	9.57	14.1	RIV 10 ROADSIDE SAFETY IMPROVEMENTS IN BANNING
1F400	0814000215	SBD	66			UPGRADE TO STANDARD BRIDGE RAIL
1G490	0816000002	RIV	079	26.3	26.4	RIV 79 ADA REHABILITATION
0J780	0813000188	RIV	079	6.1	12.1	RIV 79 CONSTRUCT FOUR TURNOUTS
47642	0816000186	SBD	215	VAR	VAR	FIBER OPTIC
1G280	0815000192	SBD	18	VAR	VAR	BRIDGE REPAIR FIRE DAMAGE
1C680	0812000343	RIV	VAR	VAR	VAR	BRIDGE RAIL REPLACEMENT AT VARIOUS BRIDGES
1E720	0814000087	RIV	010	80	156.4	RIV 10 METHACRYLATE DECKS (VARIOUS ROUTES)
1C720	0813000003	SBD	015	96.1	124.24	SBD 15 REGRADE CENTER MEDIAN
0E332	0815000155	SBD	060	7.35	9.11	SBD 60 AUX LANE, WIDEN CONNECTOR, WIDEN RAMPS
0E331	0815000156	SBD	060	8.9	9.96	SBD 60 AUX LANE, WIDEN CONNECTOR, WIDEN RAMPS
OR380	0812000067	SBD	040	154.5	154.5	SBD 40 COLORADO RIVER BR REHAB
ON670	0800000536	RIV	074	28.1	37.4	RIV 74 HEMET RAISED MEDIAN CURB
1E460	0814000026	RIV	074	37.7	44.7	RIV 74 RAISED CURB MEDIAN
0G860	0814000132	SBD	040	105.3	105.6	SBD 40 UPGRADE SRRA
1C230	0812000276	RIV	060	10.7	13.3	RIV 60 RIVERSIDE REPLANT & GORE IMPROVEMENT
1C580	0812000333	RIV	015	6.8	7.6	RIV 15 SOURCE CONTROL IN TEMECULA
OR300	0812000056	RIV	111	47.25	55.26	RIV 111 SIDEWALKS & CURB RAMPS
1F600	0814000257	RIV	079	25.65	26.4	RIV 79 HEMET UPGRADE ADA
OR310	0812000057	RIV	074	11.76	14.37	RIV 74 RECONSTRUCT SIDEWALKS AND CURB RAMPS & DRIVEWAYS
1G470	0816000001	RIV	074	3	0	RIV 74 REPLACE BRIDGES/UPGRADE RAIL

Tentative Schedule

- Advertisement 4th week of April 2017
- SOQ Due 2nd week of May 2017
- Interview 4th week of May 2017
- Cost Negotiation 1st week of June 2017
- Award & Execution 2nd week of June 2017

OVERVIEW A&E LEAN SIX SIGMA CONTRACT PROCESS

Revised March 17, 2017

DPAC

Caltrans Division of
Procurement and Contracts

Your procurement partner



A&E New Consultant Selection Process

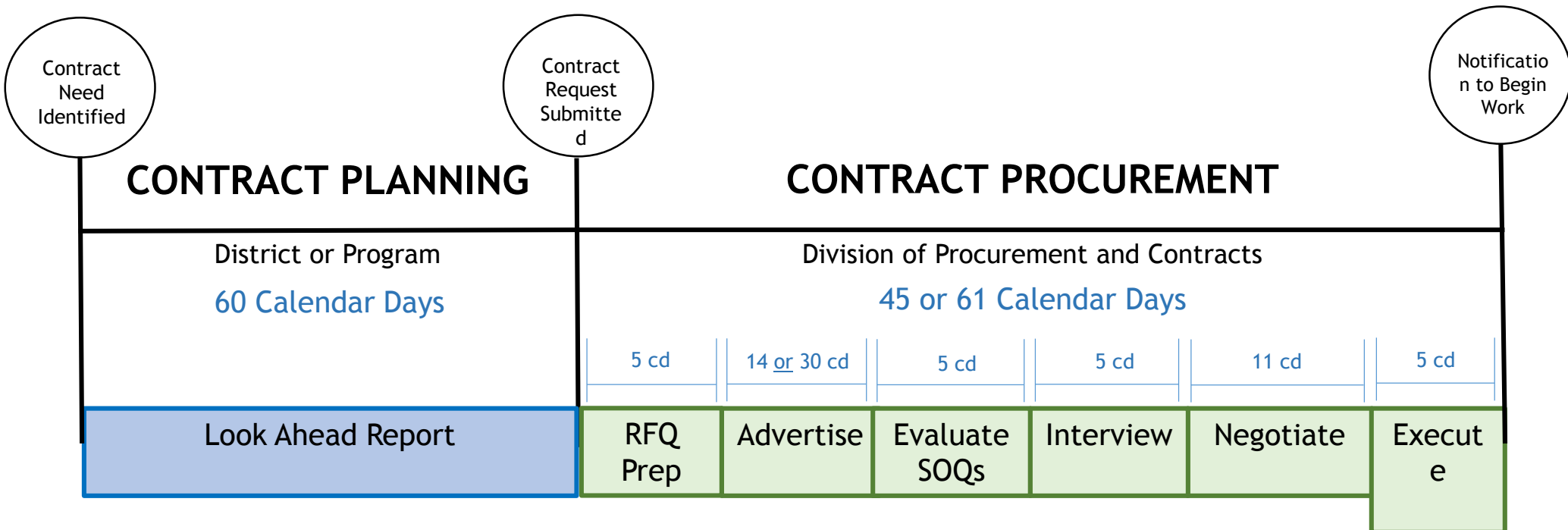
<http://www.dot.ca.gov/hq/dpac/aeinfo.htm>

The screenshot shows the Caltrans website with the following elements:

- Header:** "CA.GOV CALIFORNIA DEPARTMENT OF TRANSPORTATION". Navigation links include Home, Travel, Business, Engineering, News, Maps, Jobs, About Caltrans, and Contact Us. A search bar is located on the right.
- Breadcrumbs:** "Caltrans > Business > DPAC > Architectural and Engineering Contract Information".
- Left Sidebar:** A list of links: DPAC Home, Contracts, Forms, Purchasing, Publications, and Office of Business & Economic Opportunity.
- Main Content Area:**
 - Updated 8/18/16**
 - Welcome to the Caltrans Architectural and Engineering (A&E) Contracts web page. This page offers links to documents and other information to assist consultants.
 - Would you like to be informed of updates to our website by email? [Subscribe to our email notification service.](#)
 - What's New?**
 - ★ [New Procuring A&E Contracts](#)

Two red arrows point to the "Subscribe to our email notification service." link and the "New Procuring A&E Contracts" link.

A&E LSS Projects



A&E Contract Planning Phase

- All Services Listed in Look Ahead Report (60 days)
- Previous Contract on Internet (Renewals Only)
- Begin Development of SOQ
- Begin Gathering Required Financial Documents



Look Ahead Report - Anticipated A & E Advertisements as of February 2017

(For Scheduled Outreach Events, go to <http://www.dot.ca.gov/hq/dpac/aeinfo.htm>)



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Procurement and Contracts

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Navigation

District	Temporary ID	Date Added to Report	Estimated Advertisement begins in Cal eProcure	Status	Advertisement at caleprocure.ca.gov		Estimated Term (Number of Years)	Type of Work	Estimated Amount (\$)	Description of Work, Outreaches & Changes	New or Replacement Service	Current/ Expired Contract Number(s)	Current/ Expired Contract Awarded to
					RFQ Number	RFQ Date							
43	43CSORENEW	07/07/2016	February 2017	Planning			3	HQ Cultural Studies Support	\$1,200,000	Consultation, research, professional and technical services in support of Cultural resource program guidance for the implementation of cultural resource laws, regulations and policy.	Replacement	43A0313	Statistical Research Inc. (SRI)
43	43NEWAQ	10/10/2016	March 2017	Planning			3	On-call services for Air Quality Program	\$3,600,000	*DELAY - Scope of Work is under review Professional and technical services required for Air Quality Program on an "as-needed" basis to support the Division of Environmental Analysis, Office of Hazardous Waste, Air Quality, Noise and Vibration, Paleontology (HWANP)	Replacement	43A0317	Sonoma Technology, Inc. (STI)
43	43NEWNOISE	05/24/2016	February 2017	Planning			3	On-Call Services for Bioacoustic, Hydroacoustic, Noise, and Vibration Program	\$1,500,000	*DELAY - Scope of Work is under review Professional and technical services required for Bioacoustic, Hydroacoustic, Noise, and Vibration Services on an "as-needed" basis to support the Division of Environmental Analysis, Office of Hazardous Waste, Air Quality, Noise and Vibration, Paleontology (HWANP)	Replacement	43A0306	ICF Jones & Stokes, Inc.
43	43SW-PEPT	01/11/2017	March 2017	Planning			3	Stormwater Permit Enforcement, Prevention, and tracking Southern CA	\$5,000,000	THE RFQ FOR THESE SERVICES WILL BE ADVERTISED FOR 14 DAYS. SEE FOOTNOTE #5. Technical and professional consultant services for storm water in Caltrans Districts 6, 7, 8, 9, 11 and 12.	Replacement	43A0348	Michael Baker International

Notes:

1. Subject to change without notice.
2. Services listed have not been confirmed to be services that can be acquired under GC&S 4525.
3. Scanned copies of existing contracts listed on this report can be found at <http://www.dot.ca.gov/hq/dpac/ae-contracts-lar.htm>
4. Send questions regarding this report to: AE.LookAhead.Report@dot.ca.gov
5. Consultants that intend to submit Statement of Qualifications (SOQ) are strongly encouraged to begin developing their SOQ package and Financial Documents as soon as notice of the impending RFQ is posted to this report.

2/17/2017

- » DPAC Home
- » Contracts
- » Forms
- » Purchasing
- » Publications
- » Office of Business & Economic Opportunity



[Caltrans](#) > [Business](#) > Division of Procurement and Contracts

A&E Executed Contracts

Contract No./Service	Contractor/Vendor
03A2086 Construction Engineering and Construction Inspection Support Services, Materials Sampling and Testing Services, and Claims Support Services	Vali Cooper & Associates, Inc. Sacramento, CA
03A2087 Construction Engineering and Construction Inspection Support Services, Materials Sampling and Testing Services, and Claims Support Services	CALTROP Corporation Rancho Cucamonga, CA
03A2156 Cultural Resource Support Services	Pacific Legacy, Incorporated El Dorado Hills, CA

Financial Documents Submittal Checklists

Legend:

Greyed Out Cell = Not Applicable

Safe Harbor Rate (SHR) = Utilizing or Requesting SHR

Architectural and Engineering Contracts \$3.5 Million or Higher (Case 3)
Financial Documents Submittal Checklist

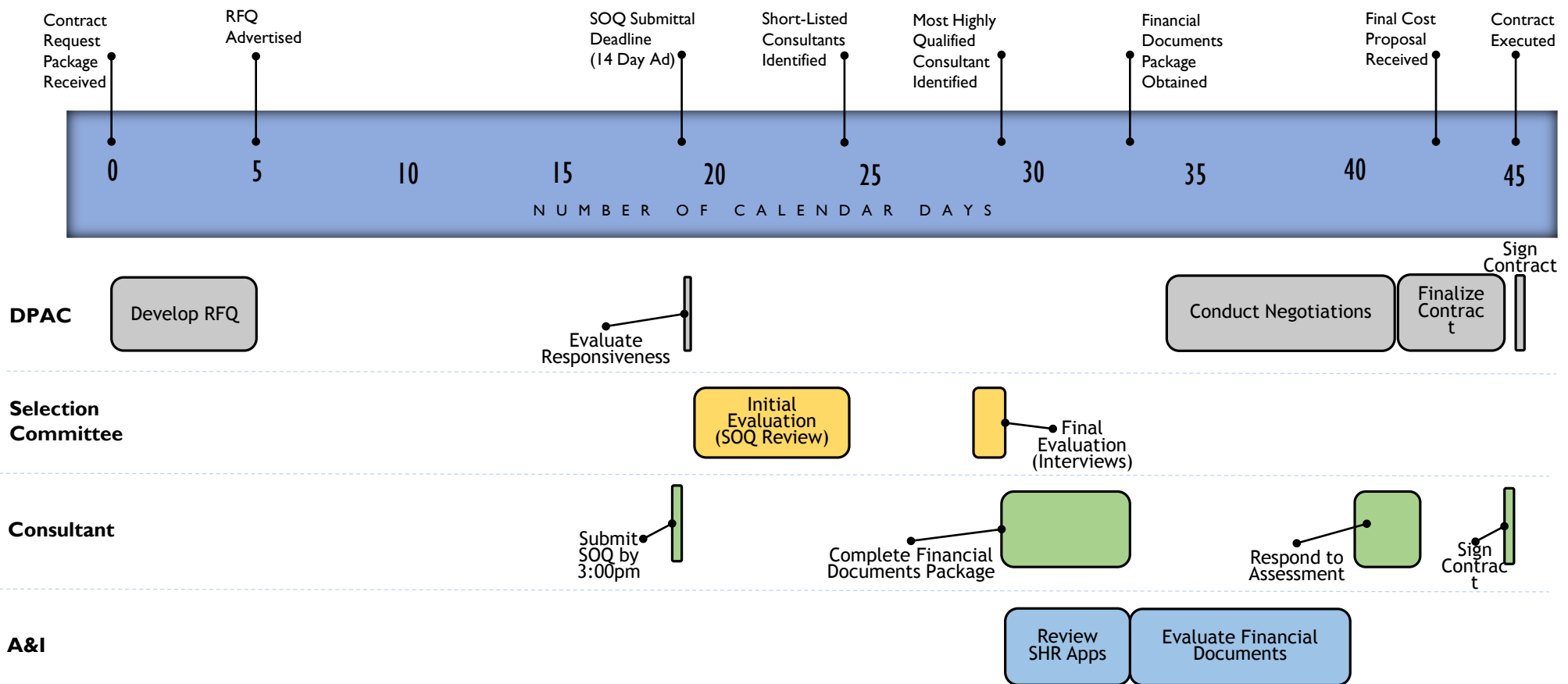
posted at <http://www.dot.ca.gov/hq/dpac/aeinfo.htm>

NOTE: Contract subject to audit or review by Caltrans' Audits & Investigations (A&I) after execution and A&I reserves the right to request additional information at that time.

Contract # _____ Contract Value: _____ Contract Term: _____

						Indirect Cost Rates				Cost Proposal & Schedule of ODC Items						
			1	2	3	4	4a	5	6	7	7a	8	9	10	11	
Firm Type	Prime or Sub Name	Caltrans Comments	Cognizant Approval Letter* or Acceptance	CPA Audit ICR	Prior FY ICR for Prime	Indirect Cost Rate	Field Indirect Cost Rate	Contractor Cost Certification	*Executive Compensation Analysis	Complete Cost Proposal	Cost Justifications for ODC	Prevailing Wage Policy	Certified Payroll	Overtime (OT) Policy	AASHTO ICQ Appendix B	Contractor's Balance Sheet
\$3.5M Firm																
Firm w/Audit																
Firm w/Audit																
Firm w/Audit																
Firm w/Audit																
Firm w/Audit																
Firm w/Audit																
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Firm w/o Audit																
Safe Harbor Rate																
Rate																
Rate																
Rate																
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Rate																

A&E Contract Procurement Process



RFQ Advertisement

- 14 day ad for Renewal of Existing Contract
 - On LAR for 60 days and Existing Contract Posted
 - No Significant Change In Scope
 - Expired within Last 36 Months
- 30 day ad for New A&E Contract
 - Significant Change from Recently Active Contract
 - Entirely New Scope

SOQ Development

- Use Current SOQ Submittal Instructions
- SOQ Responsiveness Checklist
- Use of FILR to Submit Electronic SOQ Submittal

Initial Evaluation

- SOQ Responsiveness Check
- Selection Committee Evaluates SOQs (5 days)
- Strengths and Weaknesses Documented

Short List Identified

- Notice to All Responsive Firms
- Invitation to Interview
 - Sample Example Task Order Provided

Final Evaluation

- Example Task Order presentation
- Presentation and Interview (5 days after determining short list)
- Reorder of Interview Structure
 - Example Task Order Presentation (Part A)
 - Consultant's Technical Scenario Questions Review
 - Consultant's Oral Responses to Technical Scenario Questions (Part B1)
 - Consultant's Closing Statement on Technical Scenario Questions (Part B2)
- Strengths and Weaknesses Documented

Consulting Firm Selection

- Most Highly Qualified Consulting Firm Identified (1 day)
- Notice to All Interviewed Firms
- Selected Firm Notified:
 - Scheduled Negotiation Meeting
 - Deadline to Submit Financial Documents Package

Negotiation

- Scope Limited to Contract Fee, Escalation Rates, and Audits & Investigations' Financial Document Assessment
- Coordinator Facilitates
- Contract Manager May Attend

Financial Document Assessment

- Financial Document Checklist (internet)
- Audits and Investigations Conducts Assessment
- Respond to Action Items within 48 hrs

Contract Execution

- Consultant Provides Final Documents
 - Cost Proposal
 - Insurance Certificate
 - Payee Data Record (Std 204)
 - Contractor Certification Clauses (CCC-307)
- Return Signed Contract within 24 hrs of Receipt

Contract specific questions must be directed to the DPAC
Contract Analyst noted in the RFQ.



DPAC Website

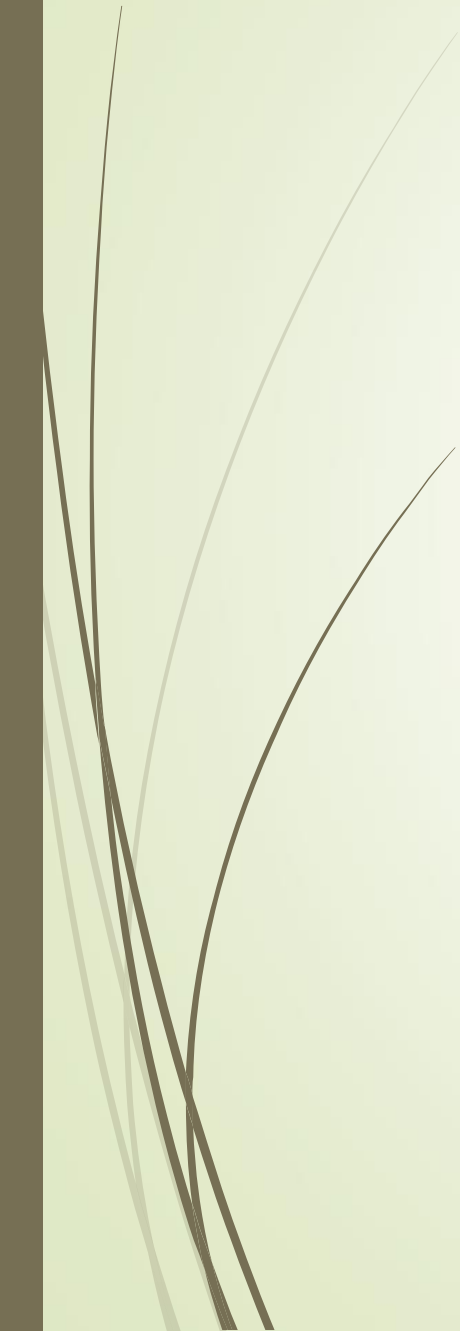
For information and procedures on Caltrans A&E contracts, visit the Division of Procurements and Contracts (DPAC) website:

- <http://www.dot.ca.gov/hq/dpac/aeinfo.htm>
- <http://www.dot.ca.gov/hq/dpac/ae/doc/lookahead.pdf>

Question and Answer Session



Networking



Adjourn

